

# Department of Public Works City of Muskegon

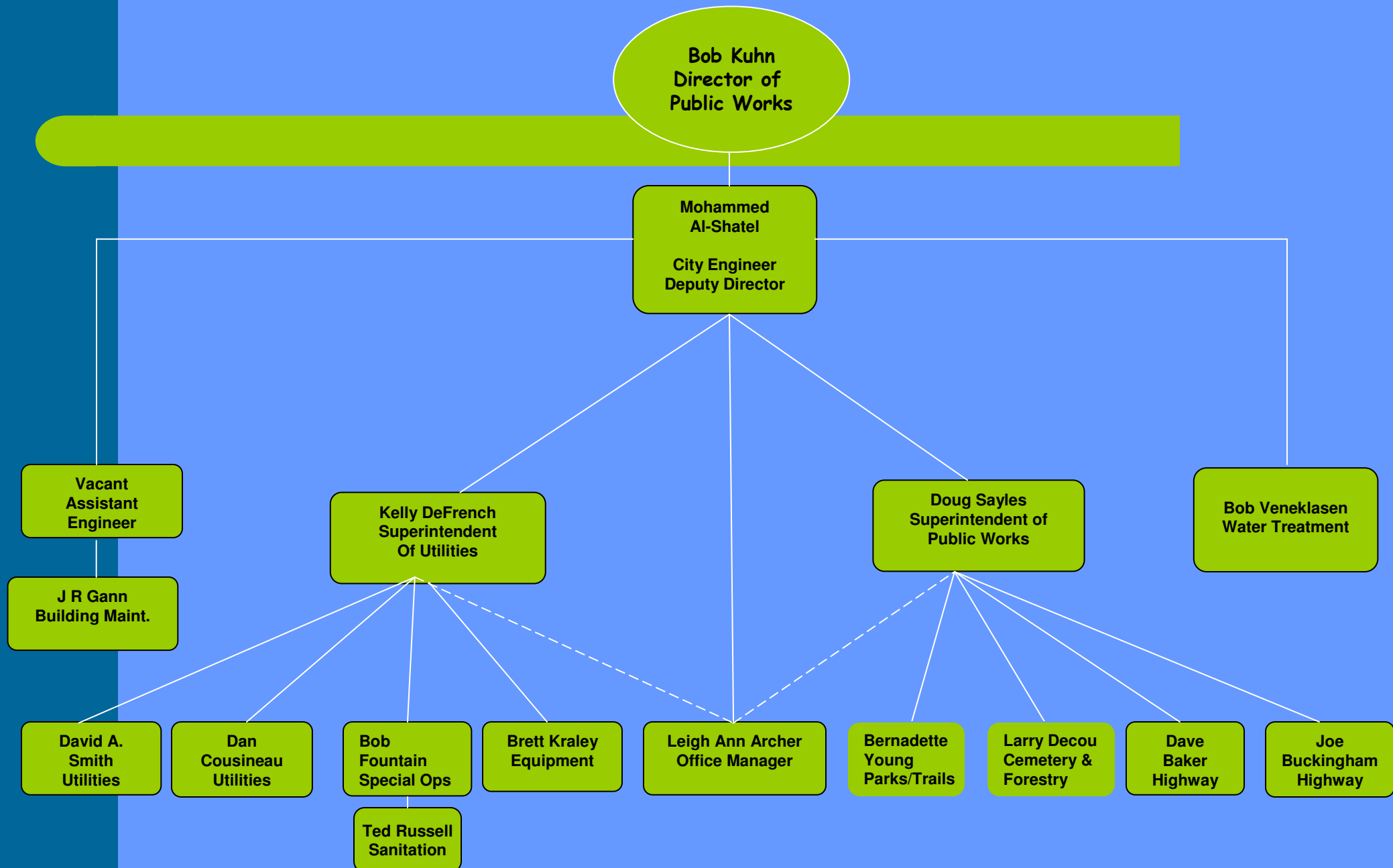
Robert Kuhn P.E.  
Director

# DPW Mission Statement

- Under the Guidance of the City Commission and the City Manager
- Our mission is to provide superior service to all city residents and visitors,
- By maintaining the City's infrastructure and facilities in a safe and reliable manner.
- Since our efforts affect the comfort and well being of our residents every day,
- We shall strive to give prompt attention to the needs of our citizens.
- As well as people who work, visit, or pass through our city.

# City of Muskegon Public Works Organizational Chart

## FY 2005



# Highway Division

- Personnel
  - 1 superintendent
  - 2 supervisors
  - 17 operators
  - 3 traffic
  - 5-10 seasonal
- Statistics
  - 68 miles major streets
  - 114 miles local streets
  - 9 miles Trunkline (M46/B31)
  - 525 Useable alleys
  - 3164 streetlights

# Highway Division Duties

- **Surface Maintenance**
  - Grading gravel streets and alleys
  - Shoulder grading
  - Dust control
  - Pothole patching
  - Crack Sealing
  - Trench Repair
- **Storm Sewer Maintenance**
- **Snow and Ice control**
- **Traffic control**
- **Tree removal and wood pickup**
- **Stump grinding**
- **Terrace repair**
- **Fence repair**

# Snow and Ice Control

- Snowplowing
  - 7 plow districts
  - 3 major street routes
- Ice control
  - 9 salt trucks
  - calcium chloride systems
- Snow Fence placement
- Snow Removal

# Traffic Control

- Signs
  - 830 stop signs
  - 432 yield signs
  - 22,000 signs
- Sign Fabrication
  - 1000 signs per year
- Workplace barricading
  - 500 sites per year
- Signals
  - 78 Signal sites maintained
  - Signal Maintenance for other communities

# Water and Sewer Division

- Personnel
  - 1 superintendent
  - 2 supervisors
  - 21 maintenance staff
- Water distribution maintenance
  - Meter reading
  - Meter repair
- Sewer collection maintenance
  - TV-ing
  - Cleaning
- Pump and Lift station maintenance
- Cross connection control



# Water Statistics

- City of Muskegon
  - 193 miles watermain
  - 3 elevated storage tanks (3,000,000 gallons)
  - 1 surface reservoir (5,000,000 gallons)
- Muskegon Township
  - 33 miles of watermain
  - 1 elevated tank (500,000 gallons)
  - 1 surface reservoir (500,000 gallons)
- Northside Water system (Muskegon county)
  - 12.2 miles of watermain

# Sewer statistics

- Sanitary Sewer - 175 miles
- Storm Sewer - 178 miles
- Lift Stations - 24

# Water Treatment Statistics

- Rated Capacity - 40 million gallons per day (mgd)
- Historical Peak - 24.3 mgd
- Average Daily flow – 9.6 mgd
- Summer Average - 14.6 mgd
- Current Projects at \$16 Million (completed 12/2/05)
- Annual Average Production
  - 3,691,000,000 gallons (3.6 billion gallons per year)

# Equipment Division

- Equipment Maintenance and Purchasing
- Inventory Management
- Purchasing
- Radio Communications support
- Fuel Management
- Personnel
  - 1 supervisor
  - 5 mechanics
  - 1 inventory clerk
  - 1 radio technician

# Solid Waste and Recycling

- 13,364 accounts
- Garbage Pickup
- Curbside Recycling
- Yardwaste Programs
  - Curbside pick-up
  - Christmas Tree pick-up
  - Bulk yardwaste disposal
  - Abandoned tire disposal
- Neighborhood dumpster service

# Engineering Department

- Surveying
- Design
- Inspection
- Construction Permits
  - sidewalks
  - driveways
  - streetcuts
- Master Map recordkeeping
- Traffic Engineering studies

# DPW Office Administration

- Purchasing
- Record Keeping
- Invoicing
- Payroll
- Service Requests and Complaints
- Senior Citizen Transit

# Special Operations

- Computerization Support
  - Programming support
  - Hardware support
    - purchasing
    - installation
    - troubleshooting
- Water system cross connection program
- Stormwater Phase II administration
- Public Service Building Maintenance
- Security
- Solid waste program
- Environmental Task Forces
  - Ruddiman Creek
  - Ryerson Creek
  - Muskegon Lake Public Advisory



# Cemeteries

- Maintain & improve 4 city-owned cemeteries
- Grave excavation & closure
- Burial services (contracted out)
- Personnel
  - 1 supervisor (includes Forestry)
  - 1 secretary (includes Forestry)
  - 1 full time employees
  - 12 seasonal employees

# Forestry

- Maintain urban forest on all city property & right-of-way:
  - removals, trimming and planting trees
- Personnel
  - administration shared with Cemeteries
  - 3 full time employees

# Parks

- Maintain and improve:
  - city parks
  - playfields
  - green spaces
  - bike trails
- Support special events
- Personnel:
  - 1 supervisor
  - 1 secretary
  - 6 full time employees
  - 25 seasonal employees